

# GILA COUNTY HUMAN RESOURCES

## JOB ANNOUNCEMENT

1400 E. ASH STREET, GLOBE, AZ 85501



**POSTED: MAY 30, 2013**  
**CLOSING DATE: JUNE 19, 2013**

**DEPARTMENT:** Health Services

**POSITION:** Public Health Nurse

**LOCATION:** Globe

**JOB CODE:** 13-055

**ANNUAL SALARY:** \$44,241.60-\$65,665.60 DOE

### GENERAL SUMMARY:

The Public Health Nurse provides public health nursing services to individuals, families, and population groups. Nursing interventions are directed toward the goals of prevention, assessment, risk reduction, and health status improvement for individuals, families and populations. The Public Health Nurse collaborates and consults with multidisciplinary and multi-agency teams, community groups, and health professionals in order to achieve desirable outcomes for individuals, families and population groups.

### ESSENTIAL FUNCTIONS:

- Implements the essential services of public health within assigned public health activities.
- Implements multiple interventions and activities that promote health and prevent disease, in settings including, but not limited to all Health Department buildings/sites, homes, community organizations and businesses, schools, and the community in general.
- Prevents, minimizes, and contains adverse health events and conditions resulting from communicable diseases; food-, water-, and vector-borne outbreaks, chronic diseases; environmental hazards; injuries; and health disparities.
- Supports and implements strategies to increase access to care and establish systems of personal care services, including preventive and health promotion services, in partnership with the community.
- Investigates health problems and environmental health hazards.
- Uses epidemiological surveillance methods in community outreach, screening, and case findings of communicable and infectious diseases that threaten the health of the community.
- Provides targeted, culturally-appropriate information to help individuals and population groups understand what decisions they can make to be healthy.
- Evaluates outcomes, effectiveness of plan, and makes changes as necessary on micro and macro levels.
- Provides practice- and competency-based educational experiences for the public and public health workforce and provide expertise in developing and teaching public health curricula through partnerships with community organizations and academia.
- Applies evidence-based programs and best practices.
- Provides clinical intervention, home visits, case management, care coordination, referral and follow-up to individuals and families who are members of a vulnerable population and/or high-risk group.
- Participates in community assessment; can distinguish between quantitative and qualitative community assessment data; understands incidence and prevalence data; knows how to access basic community epidemiological data.
- Participates in the analysis of data to identify trends, health problems, environmental health hazards, and social and economic conditions that adversely affect the public's health
- Provides leadership and acts as a liaison with other community agencies and professionals; advocates on behalf of vulnerable individuals and populations; participates in assessing and evaluating health care services to ensure that people are informed of available programs and services and are assisted in the utilization of those services.
- Demonstrates support of Public Health's mission to protect and promote the health of all residents through implementing primary prevention strategies which prevent health problems from starting, spreading, or progressing.

- Follows established Public Health medical records policies and documentation procedures as well as the State and Federal laws that govern the release of health care information.
- Provides training, orientation and education to staff, students and other health and human service professionals in the community regarding public health practices.
- Delegates and oversees tasks assigned to paraprofessional staff.
- Responds to emergency situations with basic life support and first aid skills.
- Participates in research and demonstration projects that seek to improve the health of communities and determine new ways to address health issues.
- Participates in program development, implementation, coordination and support; may facilitate multidisciplinary and/or interagency teams.
- Ensures compliance with state practice guidelines, community standards of care, and Federal and State laws and regulations.
- Ensures a safe working environment by adhering to the standards set by Occupational Safety and Health Administration.
- Assumes responsibility for maintaining professional development and competencies required for Arizona nursing licensure, and that which is beneficial in the field of public health, public health nursing, and the essential services and core functions of public health.
- Assists in community health improvement and maintains professional growth and development by participating in professional committees and work groups and contributing to a work environment where continual improvements in practice are pursued.
- Educates individuals, organizations, and groups on the meaning, purpose, and benefit of public health laws, regulations, and ordinances and how to comply.
- Advocates for policies that lessen health disparities and improve physical, behavioral, environmental, social, and economic conditions in the community that affect the public's health.
- Incorporates strategies for interacting with persons from diverse backgrounds.
- Reports program performance, translating this information into program performance improvement action steps.
- Participates in the development of a programmatic budget, assists in developing resources for public health activities, contributes to the preparation of proposals for funding from external resources, and participates in cost-benefit, cost effectiveness, and cost-utility analyses in setting priorities and making decisions.
- Applies communication and group dynamic strategies in interactions with individuals and groups.
- Links individuals to available, accessible personal healthcare providers (i.e., a medical home) and other health and social services needed for health.
- Adheres to ethical principles in the collection, maintenance, use, and dissemination of data and information.
- Participates in individual, team, and Departmental quality improvement and evaluation activities.
- Participates in Department and community emergency response training and drills in support of disaster preparedness.
- Performs public health emergency response duties in response to threats to the public's health; these may include but are not limited to, requirements to work longer shifts, nights and weekends and to perform duties different than the daily routines.
- Performs other duties as assigned.

**BEHAVIOR EXPECTATIONS:**

- Treats others with courtesy and respect in all interactions.
- Responds with flexibility to changing needs.
- Manages multiple tasks and deadlines.
- Supports and promotes the department's vision, mission, and core values.
- Promotes team and organizational learning.

**WORKING CONDITIONS WHILE PERFORMING ESSENTIAL FUNCTIONS:**

Work performed in the field are subject to conditions that range from inclement weather to dangerous conditions such as snow/ice, cold, heat, noise, wetness/humidity, vibration, sudden temperature changes, and poor illumination at the job site or due to travel on the job. Travel to and from field locations may subject worker to increased risk of driving hazards. Field locations may subject worker to communicable diseases, raw sewage, immobilizing mud, food service equipment, vectors (i.e. mosquitoes and ticks), fleas and chiggers, pathogens, snakes, poison ivy, toxins, hazardous materials, chemicals and animals. May occasionally need to relate to members of the public who exhibit challenging, atypical or hostile behaviors and/or communication.

**EMPLOYMENT STANDARDS:**

- Bachelor's degree in Nursing preferred. An Associate Degree or a Diploma in Nursing may be accepted on a provisional basis with a commitment secured to complete a BSN within four (4) years.
- Two (2) years of public health nursing; experience preferred.
- Arizona Registered Nurse Licensure.
- A Valid Arizona driver's license.

**KNOWLEDGE, SKILLS AND ABILITIES REQUIRED:**

- Bachelor's degree in Nursing preferred. An Associate Degree or a Diploma in Nursing may be accepted on a provisional basis with a commitment secured to complete a BSN within four (4) years.
- Two (2) years of public health nursing; experience preferred.
- Arizona Registered Nurse Licensure.
- Valid Arizona driver's license, current certificate of vehicle insurance, and access to reliable transportation to all assigned work locations.
- National Incident Management System (NIMS)/Incident Command System (ICS) 100 certification.
- National Incident Management System (NIMS)/Incident Command System (ICS) 300 certification within three (3) months of employment.
- CPR/AED certification within four (4) weeks of employment.
- Competency in relating public health science skills to the Core Public Health Functions and Essential Services of Public Health within three (3) months of employment..
- Competency in vaccinating, according to the ACIP schedule, infants, children and adults within three (3) months of employment.
- Proficiency in knowledge and use of the ACIP immunization schedule in delivering services to individuals and population groups within twelve (12) months of employment.
- Proficiency in delivering clinical and public health interventions required by specific programs within twelve (12) months of program assignment.
- Proficiency in nursing assessment of individuals, families, and populations.
- Proficiency in developing, implementing, and evaluating plans of care for individuals, families, and populations.
- Proficiency in initiating and sustaining therapeutic relationships with individuals, families, and populations.
- Competency in communicating in writing and orally, in person, and through electronic means, with linguistic and cultural proficiency.
- Proficiency in applying communication and group dynamic strategies in interactions with individuals and groups.
- Proficiency in adhering to ethical principles in the collection, maintenance, use, and dissemination of data and information.
- Proficiency in incorporating strategies for interacting with persons from diverse backgrounds.
- Proficiency in use of basic computer skills: email, word processing, use of spreadsheets established databases and spreadsheets, and internet searches.
- Acquires proficiency three (3) months of employment in use of current Department and program-specific required databases.

- Acquires proficiency in applying knowledge of rules, regulations, and safety procedures for assigned public health activities within three (3) months of program assignment
- Ability to work longer shifts, nights, and weekends to meet operational needs as determined by management.

**EQUIPMENT USED TO PERFORM ESSENTIAL FUNCTIONS:**

- Computer, Fax, copier, personal or county vehicle, and medical equipment and supplies related to duties.
- **Reports to:** Health Services Program Manager
- **Directs Work of:** None
- **Blood borne Pathogen Risk Code:** None \_\_ Low \_\_ Medium x High

**NOTICE:** APPLICANTS MAY BE REQUIRED TO FURNISH, AT THEIR OWN EXPENSE, DOCUMENTARY PROOF OF EDUCATIONS, CERTIFICATION, REGISTRATION, LICENSE OR ANY OTHER PROOF OF COMPETENCY AS REQUIRED IN THE OFFICIAL CLASSIFICATION DESCRIPTION OR ANNOUNCEMENT AND MAY BE REQUIRED TO UNDERGO PHYSICAL, PSYCHOLOGICAL AND/OR BACKGROUND INVESTIGATIONS AS A CONTINUING CONDITION OF EMPLOYMENT. FURTHER, APPLICANTS FOR POSITIONS REQUIRING OPERATION OF A COUNTY OR PERSONAL VEHICLE ON OFFICIAL BUSINESS MUST POSSESS AND MAINTAIN COUNTY OR PERSONAL VEHICLE OPERATORS LICENSE. GILA COUNTY DOES NOT DISCRIMINATE ON THE BASIS OF RACE, COLOR, NATIONAL ORIGIN, SEX, RELIGION, AGE OR DISABILITY, AND FAMILIAL STATUS IN EMPLOYMENT OR THE PROVISIONS OF SERVICE. AN EQUAL OPPORTUNITY/AFFIRMATIVE ACTION EMPLOYER.